

**Draft**  
**Peterborough Town Library Board of Trustees**  
**Meeting Minutes December 20, 2018**

**Present:** Marcia Patten (Chair), Laura Hanson (Secretary), Ron Bowman, & Jeannie West

**Others present:** Corinne Chronopoulos (Library Director), Ron McIntire(1833 Society), Sam Abbot, Libby Reinhardt & Greg Kriebel

**Meeting called to order:** 6:00 pm

**Minutes from December 20, 2018 meeting accepted. JW, RB**

**Treasurer's report for December accepted. RB, JW**

**Director's Report Highlights**

- Corinne reviewed a detailed budget/revenue report with the Trustees and explained that the library is on budget target, but not with the funds to pay for a possible move. She explained that the budgeted revenue is actually over budget by \$34,240 which should help to offset the costs of a move. The 2019 budget is "flat" except for a 9% increase due to the rental of temporary space for the library and a slight increase in cleaning costs. The budget hearing is scheduled for February 5<sup>th</sup> at 6:00 pm.
- The library statistics for 2018 have been compiled and a new infographics sheet has been created with the information. The required statistical report will be submitted to the state by the March deadline.
- New shelving has been placed in the library which was purchased with year-end funds from FY 2018. Two units have been set-up in fiction and two other units are assembled and in the basement awaiting a move to temporary quarters.
- Corinne is on the MAXT Board and has been participating in their events. It's a positive thing for the synergy between the library and the maker space.
- The Digital Archives of newspapers continues to grow and is now complete through 1959. All ConVal yearbooks will soon be digitized through a free program using inmates in Oklahoma. They will be added to the PTL Digital Archive and will be fully searchable.

**Motion to accept the Director's Report. RB, JW Motion passed**

**1833 Update**

Ron distributed a Financial Activities Summary of the capital campaign which showed that to date \$4,547,944 has been raised privately and 89% of required financing has been achieved. He noted that because income surpassed over \$1 million, the committee may be required to send the state an audited financial report.

Harvey Construction will let the building committee know next week whether or not the costs quoted in 2018 will hold.

The town won't sign construction documents or secure the \$3 million bond until full funding for the project is secure.

### **Old Business**

**Library Model** – Corinne feels the library should keep the historic library model, but need to find a safe storage facility for the wood structure.

**Filming and Video Policy** – The Trustees reviewed the Film and Video Policy and felt it covered all of the issues that had been discussed previously.

**Motion to accept the Film and Video Policy, RB, JW Motion Passed**

### **New Business**

Alternate Library Trustees, Libby Reinhardt and Greg Kriebel, were introduced and welcomed at the meeting. The next step is for the Chair to send a letter to the Select Board with the recommendations for their approval.

**Motion to appoint Libby Reinhardt and Greg Kriebel to the Library Trustee Board as Alternates. RB, JW Motion passed.**

Jeannie spoke to the Board about how much she has valued being on the Board, but due to professional and personal issues, she doesn't plan to continue on the Board after this term. Sam Abbott has agreed to run for Jeannie's seat on the Board.

Corinne received a letter from the Town of Sharon in December stating they would be ending their contract with the library as of December 31, 2018 because of budgeting issues. There were approximately 100 card holders from Sharon and a letter went out to all of them in January letting them know that they could purchase a library card for \$68.

**Motion that Corinne will write an acknowledgement letter to the Sharon Select Board. JW, RB Motion passed.**

Corinne told the Trustees that the Town Administrator had reached out to her to participate in a letter that they are writing to the Ledger about the justification for the three major town projects coming up...the library project, new fire department and new town barn. This is in response to a letter that was written against the projects and the newspaper will treat the two letters as a Viewpoint.

Marcia spoke to the Board about the need to have more community "fun" raisers, so that the new library project involves everyone in the community. The first event will be to kick-off the Jim Grant

fund to raise \$25,000 to name an area of the new library for Jim. Marcia, Ron and Laura agreed to be on the committee for the event and Laura is going to ask Deb if she would join them, since she's heading-up the fundraising initiative.

**MOTION TO ADJOURN FROM PUBLIC SESSION, JW, RB MOTION PASSED**

**MOTION TO ENTER NON-PUBLIC SESSION under RSA 91-A:311(a) – Personnel:**

**Jeannie West Y**

**Marcia Patten Y**

**Ron Bowman Y**

**Laura Hanson Y**

**THE BOARD ENTERED INTO NON-PUBLIC SESSION AT 7:50 PM**

**Present: Marcia Patten, Laura Hanson, Ron Bowman, Jeannie West & Corinne Chronopoulos**

Discussion of the alternates and Board opening.

**MOTION TO RE-ENTER PUBLIC SESSION, RB, JW at 8:05 pm**

**Jeannie West Y**

**Marcia Patten Y**

**Ron Bowman Y**

**Laura Hanson Y**

**Motion to adjourn made at 8:05 pm JW, RB**

**Next meeting: Thursday, February 22, 2019 at 6:00 pm**

Respectfully submitted, Laura Hanson